



# Earth Day **VENDOR** Application

Saturday, April 12<sup>th</sup>, 2014

11am-3pm at Old Mill Park - (Rain date, April 19<sup>th</sup>)



## Come celebrate 11 years of Earth Day in Fredericksburg!

Join dozens of vendors (any exhibitor) as we seek to engage and enlighten the public with hands-on activities for adults and kids alike. This year we'd like everyone to tie into our theme: **"Don't Treat Soil Like Dirt!"** (see below). We'll have live music, great food, beekeepers and gardeners, local businesses and nonprofit environmental organizations, all there to excite people about practical ways we can ALL make a difference in reducing our impact on the environment!

### Green Event

All vendors must adhere to the following guidelines:

- NO Styrofoam given/sold to public.
- Recycling – please make sure all paper, plastic, aluminum, and glass used at the event are recycled.
- Please keep handouts and brochures to minimum.

### Vendor Guidelines – IMPORTANT!!

- Tables & Chair Provided - You are welcome to bring additional tables/materials to bring your site to life!
- Parking – You will be allowed to enter the park, unload, then find parking on the street. On-site parking reserved for food vendors and live animals, only. We want to reserve parking space for festival attendees.
- Set-Up – You may begin as early as 8:00am. Every vendor **MUST** be ready by 10:30am – event starts at 11am with ribbon-cutting.
- Green Event standards must be met to exhibit – see above!
- You must provide a CANOPY for your site – this makes each booth stand out and gives a festival flair!
- Make your site interactive! Hands-on activities, demos and exhibits will engage participants and give Earth Day the profound punch it needs! Be prepared for WIND! Please tie into our theme: **"Don't Treat Soil Like Dirt!"** (see box above) (*We anticipate a crowd of 2,500 or more*).
- All vendors may sell items related in some way to our Earth Day message of conservation and sustainability, if desired--see below.

### THEME: 'Don't Treat Soil Like Dirt!'

Find a way to tie in Your Organization to our theme! A few examples:

- Bees need flowers which rely on topsoil for growth!
- Fly Fishers need healthy streams free of sediment!
- Chicken waste adds valuable nutrients to soil compost!
- Rain Barrels help reduce erosion and keep soil out of River!



### Exhibit Contest!

Be Creative and WIN 1<sup>st</sup> or 2<sup>nd</sup> place for **BEST BOOTH DESIGN!**

Vendor categories:

- **Non-Profit or Private**
- **Commercial**

Winners announced from Stage at 2pm!



## Application and Payment

Save top portion for your use!



Organization Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Contact: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

How does your organization tie-in to Earth Day message of conservation, sustainability, etc.? \_\_\_\_\_

What hands-on activities do you plan for the public? \_\_\_\_\_

- ☐ I will have LIVE ANIMALS    ☐ I will need ELECTRICITY (very limited spaces – we will confirm)    ☐ NO TABLE needed
- ☐ I will be SELLING items (as small as a t-shirt) and:
- ☐ Have a Current City Business License (must bring copy to event)
- ☐ Do NOT have a City Business License but plan to SELL items at event (NEW: \$10 fee charged - City Code)
- ☐ I am a NonProfit 501c3 and am exempt from City taxes (will be required to show proof of status)
- ☐ I do NOT plan on selling ANY items at event

**VENDOR FEES:** Commercial Vendor    ☐ \$30 (Rec'd by 3/21)    ☐ \$50 (Rec'd 3/22 or later)

FEE TO SELL ITEMS (unless 501c3 status)    ☐ \$10 additional fee (to sell anything—City Code)

Non-profit or Non-commercial Vendor    ☐ \$15 (Rec'd by 3/21)    ☐ \$25 (Rec'd 3/22 or later)

**PAYMENT:** ☐ Check (payable to City of Fredericksburg) or ☐ Credit Card (Visa, M/C, Amex, Discover, Diner's Club, Carte Blanche, JCB)

Credit Card Type: \_\_\_\_\_ Acct. No. \_\_\_\_\_ CVV# \_\_\_\_\_

Exp.: \_\_\_\_\_ Authorized Signature: \_\_\_\_\_

Name as written on credit card: \_\_\_\_\_

Total Amt. Due \$ \_\_\_\_\_

Total Amt. Paid \$ \_\_\_\_\_

**Please send payment to:** Linda Bailey, Fredericksburg Parks & Recreation, 408 Canal St., Fredericksburg, VA 22401

Questions? Contact Event Coordinator at (540)372-1086x213 or [lbailey@fredericksburgva.gov](mailto:lbailey@fredericksburgva.gov).

**Earth Day 2014 is presented by** Fredericksburg Parks & Recreation, Keep Spotsylvania Beautiful, Rapp. Group of the Sierra Club, R-Board, VA Coop. Extension / Master Gardeners / Master Naturalists, and Downtown Greens.